## **AGREEMENT**

## **BETWEEN**

# THE CITY OF MANCHESTER, NEW HAMPSHIRE

AND

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS

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FOR THE PERIOD COVERING JULY 1, 2015 TO JUNE 30, 2016

ARTICLE	TABLE OF CONTENTS	PAGE
1.	GENERAL	. 3
2.	RECOGNITION	
3.	MANAGEMENT RIGHTS	. 5
4.	RIGHTS & DUTIES OF ASSOCIATION MEMBERSHIP	
5.	DUES DEDUCTION	
6.	MAINTENANCE OF MEMBERSHIP	
7.	STRIKES AND LOCKOUTS PROHIBITED	.10
8.	SOENIORITY LISTS	.11
9.	PERSONNEL REDUCTION	
10.	WORK WEEK AND EXTRA DUTY DAYS	14
11.	SALARIES	15
12.	STANDBY PAY	17
13.	HOLIDAYS	19
14.	SICK LEAVE	20
15.	SICK LEAVE BANK	22
16.	SICK LEAVE INCENTIVE PROGRAM	27
17.	VACATION LEAVE	28
18.	SPECIAL LEAVE	30
19.	BEREAVEMENT LEAVE	31
20.	UNIFORM ALLOWANCE	33
21.	HEALTH INSURANCE	35
22.	SAFETY & HEALTH AND DAILY TRAVEL	39
23.	DISCIPLINE	40
24.	CORRESPONDENCE	41
25.	GRIEVANCE PROCEDURE	
26.	SEPARABILITY	47
27.	LIFE INSURANCE BENEFIT	48
28.	INDEMNIFICATION	49
29.	RESIDENCY	50
30.	MISCELLANEOUS	51
31.	RETIREMENT	
32.	EDUCATION INCENTIVE REIMBURSEMENT POLICY	
33.	TERMINATION AND RENEWAL	
34.	SEVERANCE BENEFIT	
35.	HEALTH BENEFITS AND SALARY INCREASES	
36.	MEMORANDUM OF UNDERSTANDING	-
37.	MEMORANDUM OF UNDERSTANDING	58

## **AGREEMENT**

## **BETWEEN**

## THE CITY OF MANCHESTER, N.H.

#### AND

# MANCHESTER ASSOCIATION OF FIRE SUPERVISORS

The City of Manchester, N.H. (hereinafter referred to as the "City" and the Manchester Association of Fire Supervisors (MAFS) (hereinafter referred to as the "Association") agree as follows:

## **ARTICLE 1**

## **GENERAL**

1.1 The purposes of this agreement are to increase general efficiency in the Manchester Fire Department (hereinafter referred to as the "Department"), to maintain harmonious relationships between the Department and its employees and to promote the morale, welfare, rights and wellbeing of the employees of the Department. All provisions of this agreement are to be construed so as to effectuate these purposes.

## **RECOGNITION**

- 2.1 The City hereby recognizes the Association as the exclusive representative and sole bargaining agent, for the purpose of collective negotiations, for all District Fire Chiefs, Equipment Maintenance Superintendent and the Fire Marshal excluding all other Fire Department employees and personnel.
- 2.2 It is further agreed that if at any time in the future the City establishes a Centralized Garage operation which includes the maintenance and repair of Fire Department equipment the position of Equipment Maintenance Superintendent may be transferred to the Centralized Garage without grievance. The incumbent in the position at the time of such transfer shall retain his current retirement rights.

## MANAGEMENT RIGHTS

- 3.1 Except as otherwise specifically provided herein, the management of the Fire Department in all its phases and details shall remain vested exclusively in the Chief or his designee. The Chief or his designee shall have all jurisdiction over all matters concerning the management of the Department, including, but not limited to: the direction of the work force, the establishment of proper rules and regulations, the right to hire, promote, suspend, discipline or discharge for proper cause, relieving employees from duty for lack of work or funds, the right to decide job qualifications under the City Classification and Compensation Plan, the right to abolish positions, the right to determine schedules of work, the right to determine the methods, processes and manner of performing work and the general control of all of the operations of the Department. It is agreed that these enumeration's of management rights shall not be deemed to exclude other proper management rights not specifically herein enumerated.
- 3.2 The Chief or his designee, in exercising these functions, will not discriminate against any employee because of his or her membership in the Association.
- 3.3 The right of any public agency or private individual(s) or business (es), to contract for work of the nature ordinarily performed by bargaining unit members shall not be affected by this agreement.
- 3.4 The Chief or his designee shall give consideration to, but shall not be bound by the recommendations of the Insurance Service Organization as to standards in determining the number and types of equipment and the personnel requirements necessary to effectively operate the Department.

3.5 The City and the Association agree not to discriminate in any way against employees covered by this Agreement on account of religion, race, creed, color, national origin, marital status, sexual orientation, sex, age or physical handicap, except where age or physical condition are bona fide qualifications for employment.

## RIGHTS AND DUTIES OF ASSOCIATION MEMBERSHIP

- 4.1 The City and the Association agree that there shall be no discrimination, interference, restraint or coercion against any bargaining unit member because of membership or non-membership in the Association, or because of presenting a grievance, or against any employee who may represent others in the discharge of his/her duties as a member of any committee of the Association.
- 4.2 The Association agrees for itself and its members to perform loyal and efficient work and service, and to use its best efforts to promote and advance the interest of the Department.
- 4.3 The Association agrees that it will not interfere with the rights of any or all non-members employed by the Department.

## **DUES DEDUCTION**

5.1 Upon individually written authorization by the bargaining unit member and approved by the Association President, the City agrees to deduct from the pay of each Association member so authorized the current Association dues, as certified to the City by the Treasurer of the Association, and deliver the same to the Association Treasurer. Dues payments shall be transmitted weekly to the Association's depository, provided such weekly transmittal is approved by the Finance Director and does not incur a substantial increase in the City's costs of processing such payments. Said deduction shall be made weekly. However, if a member has no check coming to him/her or the check is not large enough to satisfy the assignments, then and in that event no collection will be made from said member for that week.

## **MAINTENANCE OF MEMBERSHIP**

Each member of the bargaining unit who, on the effective date of this Agreement, is a member of the Association and each employee who becomes a member of the bargaining unit and the Association after that date shall continue his/her membership in the Association during the duration of this Agreement; provided, however, that an employee may at his/her discretion, and in writing, withdraw his/her membership from the Association within twenty (20) calendar days prior to the anniversary date thereafter.

## STRIKES AND LOCKOUTS PROHIBITED

- 7.1 Under no circumstances will the Association cause, encourage, sponsor or participate in any strike, sit-down, stay-in, stay-out, sick-in, sick-out, work slowdowns, picketing or patrolling of any kind, multiple resignations, withholding of services or any curtailment of work or restriction or interference with the operations of the Department or the City of Manchester during the term of this agreement. In the event of any such activity, neither the Chief or his designee nor the City shall be required to negotiate on the merits of the dispute which gave rise to such activity until any and all such activity has ceased.
- 7.2 Should any employee or group of employees covered by this agreement engage in any activity prohibited by Section 7.1 above, the Association shall forthwith disavow any such activity and shall take all reasonable means to induce such employee or group of employees to terminate such activity forthwith, including but not limited to any and all disciplinary measures which may be taken pursuant to the Association's Constitution and By-Laws as from time to time amended.

## **SENIORITY**

8.1 The Chief or his designee shall establish a Seniority List of all Department employees in the bargaining unit, and it shall be brought up to date by January 5th of each year and immediately posted thereafter on the Central Fire Station bulletin board for a period of not less than thirty (30) days, and a copy of the same mailed to the Association Secretary. Any objection to the Seniority List as posted shall be reported to the Department within fifteen (15) days from the date said list is posted, or it will stand approved.

8.2 Seniority for the purposes of this Agreement shall be based upon the employee's time in grade throughout the bargaining unit.

**8.3** Whenever two (2) District Fire Chiefs are working on the same shift, the most junior in rank may be assigned on a daily basis to fill a vacant line officer's position, in order to keep the company in service, or to fill a vacant staff officer's position, i.e., labor grade 22 or above. District Chiefs so assigned will be paid on a plus rate basis in accordance with City Ordinance 18-56, when applicable, provided, however, they will be eligible for payment on a daily basis.

In the event that a District Chief scheduled for duty is not available for any reason for a week or more, the Fire Chief or his designee shall have the right to assign said District Chief's duties as he sees fit; however, if assigned, the duties must be assigned to an officer of at least a pay grade 25 or above.

## **PERSONNEL REDUCTION**

9.1 If the City decides to reduce the Department personnel covered by this Agreement, the employee with the least seniority in the bargaining unit shall be-laid off first and rehired in the inverse order of layoff. No new bargaining unit members shall be hired until all employees who have been laid off for twenty-six (26) months or less have been given an opportunity to return to work.

<u>9.2</u> Employees who are laid off shall have recall rights in the inverse order of the layoff; that is, the last person laid off shall have first right to recall if he/she has the qualifications for the job to be performed.

Employees shall have recall rights for a period of twenty-six (26) months from the date laid off.

Employees who are laid off shall be responsible for notifying the Personnel Department of any change of address.

9.3 When a vacancy in the bargaining unit occurs from which the employee was laid off, then he/she shall be notified by certified mail at his/her last known address to contact the Department. The employee shall have twenty-one (21) calendar days from the date of notification to be available to return to work.

If the employee does not reply to the notification within twenty-one (21) calendar days then such employee's name shall be removed from the recall list and no further consideration shall be given to the recall of said employee. If the employee contacts the Department within the twenty-one (21) calendar days but is not able to report to work, due to health, physical or other sound reasons then such employee shall be passed over

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS 7/1/15 – 6/30/2016

for the immediate recall, but shall remain on the list for future recall within the agreed to 26 month period.

9.4 During the time an employee is laid off he/she shall retain seniority rights but shall not accrue any benefits during the time of layoff. Such retention of seniority rights shall not extend beyond 26 months from the date the employee was laid off.

## WORK WEEK, OVERTIME AND EXTRA DUTY DAYS

10.1 The work schedule shall be a 24 hour on 72 hour off shift system which shall be the same as the schedule for the line firefighters as specified in the Local #856 IAFF collective bargaining agreement or any amendment or memorandum of understanding pertaining to such work schedule.

In addition, the Fire Chief or his designee shall retain the right to assign a different schedule to District Chiefs assigned to a shift, for special projects to meet the Department's training needs or to meet extraordinary circumstances not created by the Department. Additional assignments for other special projects may be made upon mutual agreement of the parties.

The work week for the Equipment Maintenance Superintendent shall be forty (40) hours per week, as in the past. This work week will be further defined as Monday thru Friday from 07:00 Hours until 15:30 Hours. This schedule may be modified to meet the operational objectives of the Central Fleet Manager with the approval of the Chief of the Department.

## **10.2** Payment for Shift Coverage

Employees in the bargaining unit who work additional hours to cover a shift for another employee shall be compensated by the payment of one and one-half (1½) times their regular hourly rate for hours actually worked.

10.3 The Equipment Maintenance Superintendent shall be paid at the rate of time and one-half the regular hourly rate for hours actually worked in excess of the regular work schedule.

## **SALARIES**

- 11.1 Effective July 1, 2016 the salary schedule shall not increase
- 11.2 Advancement Within The Pay Scale. Employees shall be advanced to the higher rates within the range as recommended by the Fire Chief and approved by the Human Resources Director, based on the manner of job performance and length of service. Such advancement shall be made yearly until the employee has reached the maximum base rate of the class grade for the position.
- <u>11.3</u> <u>Longevity Rates</u>. In addition to base pay, the City will provide longevity pay in accordance with the following schedule:
- 1. After five (5) years continuous employment, an additional three percent (3%) shall be added to the employee's base pay;
- 2. After ten (10) years continuous employment, an additional three percent (3%) shall be added to the employee's base pay;
- 3. After fifteen (15) years continuous employment, an additional three percent (3%) shall be added to the employee's base pay;
- 4. After twenty (20) years continuous employment, an additional three percent (3%) shall be added to the employee's base pay;
- 5. After twenty-five (25) years continuous employment, an additional three percent (3%) shall be added to the employee's base pay;
- 6. After thirty (30) years continuous employment, an additional three percent (3%) shall be added to the employee's base pay;

7. After thirty-five (3 5) years continuous employment, an additional three percent (3 %) shall be added to the employee's base pay.

When an employee has reached the years of service milestone in the above schedule, such employee shall be granted an additional pay step within the pay grade to which the employee's class has been assigned. The years of service milestone is the anniversary date of the employee's date of hire with the City. An employee who has reached the maximum step in the pay grade to which the employee's class has been assigned shall be entitled to the above longevity adjustments in base pay.

- <u>11.4</u> Employees in the bargaining unit shall be subject to the employee performance evaluation program as adopted by the City.
- 11.5 Outstanding performance evaluation bonus payments will cease, effective on date of ratification.
- 11.6 A-Steps The parties agree as to the qualifications for the so called Yager/Decker A-Steps as set forth in a memorandum from the Manchester Fire Department Training Division dated March 4, 1999.

All members of the bargaining unit shall be eligible for an A-Step by achieving a bachelors' degree in any field of study.

11.7 In the event that another Affiliated or Non-Affiliated group agrees to any COLA increase the Local can enhance this Article with that language at the Locals discretion.

## STANDBY AND CALLBACK PAY

- 12.1 Standby pay for the Equipment Maintenance Superintendent shall be \$85.00 per week; effective July 1, 2003, \$135.00 per week\*, for a full seven (7) calendar days of standby, in accordance with the policies now in effect and in accordance with the following schedule:
  - (a) All Standby pay shall be compensated effective July 1, 2003, \$5.0625 per hour as defined below.
  - (b) Two and one third (2 1/3) hours of standby pay for Monday, Tuesday, Wednesday and Thursday.
  - (c) Three and one third (3 1/3) hours of standby pay for Friday.
  - (d) Seven (7) hours of standby pay for Saturday, Sunday or Holiday day.
  - (e) Compensate employees at three and one third (3 1/3) hours of standby pay for Monday, Tuesday, Wednesday, or Thursday if such day precedes a Holiday.
- Payment of time and one half for callback shall not be affected by hours worked in a week.
- 12.3 Effective July 1, 2015 or the date of ratification of this Agreement, whichever occurs later, bargaining unit members who are called back to duty shall be paid for a minimum of three (3) at the rate of time and one-half their regular hourly rate.
- 12.4 Any member of the bargaining unit on standby who is called in shall be paid a minimum of three (3) hours at the rate of time and one-half their regular hourly rate.
  - In the event the City agrees to a payment for Standby and Callback Pay, with the Manchester Professional Firefighters Association, Local 856, IAFF the

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS 7/1/15 – 6/30/2016

Equipment Maintenance Superintendent shall receive the greater amount on the same effective date as it applies to Local 856.

# **HOLIDAYS**

13.1 Compensation for Holidays shall be paid as provided below. In addition, whenever additional days are proclaimed as Holidays for municipal employees by the Board of Mayor and Aldermen, employees in the bargaining unit shall be paid for such holidays.

13.2 Holiday pay for each holiday shall be computed at one-fifth (1/5) of a normal week's pay. Effective July 1, 2010, holiday pay for each holiday shall be computed at one-fourth (1/4) of a normal week's pay. The holidays are New Year's day, Civil Rights Day, Washington's Birthday, Memorial Day, Fourth of July, Labor Day, Columbus Day, Biennial Election Day, Veterans' Day, Thanksgiving Day and Christmas Day.

The Equipment Maintenance Superintendent shall have the day off with pay.

13.3 An employee in the bargaining unit shall forfeit his right to payment for any holiday if he has an unexcused absence on the last regular work day preceding such holiday or on the next regular work day following such holiday.

#### SICK LEAVE

14.1 All employees in the bargaining unit are entitled to sick leave credit at the rate of one and one-quarter (1 1/4) working days with pay for each completed month of service.

New employees hired into the bargaining unit after July 20, 2004, or the ratification date of this Agreement, whichever comes sooner, shall be entitled to paid sick leave which shall accrue at the rate of one-half (1/2) work day for each completed month of service. Accrual shall include the probationary period, but employees will not be allowed to use sick leave until they have satisfactorily completed the probationary period.

14.2 Sick leave credit may be accumulated up to a maximum of one hundred twenty (120) days.

For new employees hired into the bargaining unit after July 1, 2010, or the ratification date of this Agreement, whichever comes sooner, unused sick leave may be accumulated up to a maximum of sixty (60) work days.

14.3 Each permanent employee within the Bargaining Unit shall receive a lump sum payment for unused accumulated sick leave upon said employee's retirement, under a paid retirement plan or who dies while employed by the City. Such payment for accrued sick leave shall not exceed eighty (80) days regular pay. Effective upon the date of ratification of this Agreement, such payment for accrued sick leave shall not exceed eighty (80) days regular pay plus pay of one-quarter of the balance of the days accrued 14.4 over eighty (80) but not more than one hundred twenty (120) days of accrued sick leave at their regular pay.

New employees hired into the bargaining unit after July 1, 2010, or the ratification date of this Agreement, whichever comes sooner, shall be entitled to payment for accrued sick leave, under the conditions specified above; provided however, that payment shall not exceed forty (40) days.

- <u>14.4</u> The Department light duty system shall not be applied in an arbitrary or capricious manner.
- All applicable leave taken under this Agreement shall be subject to the City's Family and Medical Leave Act (FMLA) policy, as amended from time to time.
- Any employee eligible for sick leave with pay may use such sick leave, upon approval of his department or office head, for absence due to his or her illness or injury; the illness or injury of a spouse, child or other blood relative or ward residing in the same household when FMLA leave has been approved or for the exposure to contagious disease. An employee on sick leave shall inform his immediate supervisor of the fact and the reason therefore as soon as possible and failure to do so within a reasonable time may be cause for denial of pay for the period of absence. The department head shall require a doctor's certificate before approving sick leave with pay for a period or periods of more than three work days. The Department reserves the right to send an employee at the City's cost to the City's doctor in cases of suspected sick leave abuse.

## SICK LEAVE BANK

15.1 The Sick Leave Bank which became effective January 1, 1976 and as amended January 1, 1977, shall continue in effect during the term of this agreement. All Rules and Regulations adopted to administer the Sick Leave Bank shall continue in effect during the term of this agreement, provided, however, such Rules and Regulations may be amended from time to time as mutually agreed upon by the signators to this agreement.

15.2 The following Rules and Regulations, in effect as of the signing of this agreement, are hereby incorporated:

A voluntary Sick Leave Bank, to cover Fire Department Personnel in the event of long-termed disability due to illness or non-service connected injury, is hereby established. The operation of such Sick Leave Bank shall be subject to the rules and guidelines set forth in this Article.

The purpose of the Sick Leave Bank is to provide relief to employees who suffer long-term illness or injuries, which are non-job-connected. It is established to provide additional paid benefit days beyond the employee's accrued days when an employee has exhausted his/her accrued sick leave and continues disabled for an additional thirty days. For example, it is not established to provide relief for one or two days beyond the employee's accrued sick leave.

## **SECTION 1** ADMINISTRATION

The Sick Leave Bank shall be administered by five (5) members of the department, two to be appointed by the Union President, one by the District Fire Chiefs and two by the

Fire Commission and shall hereinafter be called the Administrative Committee or the Committee. Committee members shall be appointed in the following manner: One for one year; one for two years; and one for three years and upon expiration of each of these terms, one member shall be appointed each year to serve a term of three years. Vacancies, when they occur, shall be filled by appointment in the same manner as the original appointments and shall be for the entire remaining term so filled.

The original appointee of the Fire Commission shall be for a one-year term and subsequent appointments shall be for three-year terms.

The Committee shall select one of its members as Chairman, by a majority vote, at the first meeting in January of each year, who shall serve a one-year term.

The Committee shall meet upon the second Wednesday of each month. Two members present shall constitute a quorum and a majority of those members present and voting shall decide all questions. Members who are absent for either three (3) consecutive meetings or any six (6) meetings in any 12 months period shall be automatically terminated from the Committee and their terms declared vacant.

## **SECTION 2 MEMBERSHIP**

Each member of the Manchester Fire Department desiring to be covered by the Sick Leave Bank agrees to donate one (1) day per year from his/her accumulated number of sick leave days and an adjustment of minus one (1) day shall be made on all records showing the applicant's accumulated sick leave days upon his/her acceptance as a member of the bank and for each day donated thereafter. Application for membership shall be made on a form provided by the Committee. Membership by all employees will be subject to the following restrictions:

MANCHESTER ASSOCIATION
OF FIRE SUPERVISORS

7/1/15 - 6/30/2016

(a) Probationary employees will be admitted to membership providing they shall

have fulfilled the requirements set forth in Article 15, Section 1, of this Agreement.

(b) Full-time employees having less than 30% of their accumulated sick leave

days limit as of the date of their application shall be limited in the extent of their

participation in the bank. Members who fall below the 30% restriction during the period

of membership, except for long periods of illness or injury, shall be placed in the limited

category. Full-time employees, except those with less than one year of service with the

department, shall have not less than 15 days of accrued sick leave as of the date of their

application for membership. An employee whose sick leave balance falls below 15 days

of accrual due to recent illness or injury may be admitted at the discretion of the

Committee.

Employees whose sick leave falls below 15 days after they are admitted to the

Sick Leave Bank, where the usage of sick leave was not the result of extended illness or

injury, shall have their membership status reviewed by the Committee. The Committee

may temporarily suspend the employee from membership in the Bank if it deems such

action to be in the best interest of the Bank.

Employees who have less than one year of service may be admitted to the Bank

upon the majority vote of the Committee after a review is made of their status with the

Department. Upon admission to membership the conditions stated in the preceding

paragraphs will apply.

Computations for determining the 30% limit, referred to above, shall be based on

60 days accumulation or by multiplying .125 times (x) the number of months service if

less than 48 months, whichever shall apply. This restriction shall be removed as soon as

24

the employee's accumulated sick leave days shall exceed 30% of his limit. Exceptions from this restriction may be made for good cause by the Committee with the concurrence of the Board of Fire Commissioners or the Chief of Department.

#### **SECTION 3 BENEFITS**

A member shall become eligible to request extended sick leave benefits from the Bank for an incapacitating illness or non-service connected injury, provided he/she exhausted all his/her accrued sick leave and his/her incapacitation extends at least 15 consecutive calendar days beyond the exhaustion of his/her sick leave accrual or at the discretion of the Administrative Committee. Upon presentation of satisfactory medical evidence of illness or injury to the Administrative Committee, the Committee may approve sick leave benefit days from the Bank to be granted to the member. Such sick leave benefit days may be made retroactive to the first work day after exhaustion of his/her accrued sick leave credits.

# **SECTION 4 BANK STABILITY AND LIMITATIONS**

All employees who shall become members of the Sick Leave Bank shall continue in the Bank until December 31st of the current calendar year and automatically for each calendar year thereafter unless the employee shall withdraw from membership prior to December 31st of any calendar year. Withdrawal shall be in writing, duly signed and dated, and submitted to the Administrative Committee prior to December 31st. No benefits shall accrue to the withdrawn member thereafter and any sick leave days previously donated to the Bank shall remain in the Bank to be disbursed by the Committee.

7/1/15 - 6/30/2016

The number of benefit days in the Bank shall not exceed 800 benefit days on

December 31st of any calendar year. All excessive days shall be discarded. In the event

the Bank is terminated, all sick leave benefit days remaining in the Bank shall be null and

void.

**SECTION 5 ADMINISTRATIVE OVERSIGHT** 

In the event the Board of Fire Commissioners or the Chief of Department

questions a recipient's eligibility to receive benefits from the Bank, the Board of Fire

Commissioners or the Chief may require of the Administrative Committee and the

employee proof of such eligibility as well as a physician's certified report of the disabling

illness or injury of the recipient.

**SECTION 6 EFFECTIVE DATE** 

The provisions of this Article shall be effective January, 1976 and shall be

attached to and made a part of this Agreement.

This Article or any Section thereof, may not be amended except through the

collective bargaining process or mutual agreement of the parties concerned by law in that

process.

15.3 In calendar year 1993 members of the Sick Leave Bank may voluntarily donate

one additional day of their accrued sick leave credits to the Sick Leave Bank if the

balance in the Sick Leave Bank falls below 150 days. Such voluntary donation of an

additional day over and above the provisions of 15.2, Section 2, **ADMINISTRATION**,

shall be made in writing on a form to be provided by the Association. It is agreed and

understood the provisions of this section shall apply once only during calendar year 1993.

26

# **SICK LEAVE INCENTIVE PROGRAM**

- 16.1 Employees included in the Bargaining Unit who use no (0) units (or days in the case of employees who are not on the 24/72 schedule) of paid sick leave during the calendar year shall be granted five (5) days of Personal Leave. Employees who use one (1) unit (or day) shall be granted four (4) days of Personal Leave. Employees who use two (2) units (or days) shall be granted three (3) days. Employees who use three (3) units (or days) shall be granted two (2) days. Employees who use four (4) units (or days) shall be granted one (1) day. Such Personal Leave shall be by payment of one-fifth (1/5) of a week's pay for each day.
- 16.2 If an employee uses more than 4 units (or days) paid sick leave days in a calendar year he/she will not receive any Personal Leave pay.
- 16.3 For the purposes of this article, the sick leave days counted are the units or days actually absent from duty, not counting job connected injury or sickness.

## **VACATION LEAVE**

- 17.1 Vacation leave policy for employees in the bargaining unit shall be as follows:
  - (a) Two (2) calendar weeks after completion of one (1) year of continuous service.
  - (b) Three (3) calendar weeks after completion of seven (7) years of continuous service.
  - (c) Four (4) calendar weeks after the completion of fifteen (15) years of continuous service.
  - (d) Six (6) calendar weeks after the completion of twenty (20) years of continuous service.
- 17.2 Selection of vacation periods shall be by department seniority; provided, however, that no vacation period shall extend beyond two (2) weeks until every eligible member of the bargaining unit shall have had an opportunity to have a two (2) week vacation, except at the discretion and approval of the Fire Chief. Only one member of the bargaining unit shall be allowed to take vacation at a time.
- 17.3 Upon termination of employment with the Department of a permanent employee, said employee shall receive a lump sum payment for unused accumulated vacation leave. Said payment to be computed by multiplying the number of unused accumulated vacation leave days times one-fifth (1/5) of said employee's normal week's pay. The maximum vacation leave which may be accumulated for the purpose of determining the lump sum payment upon termination is fifty (50) days.

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS 7/1/15 – 6/30/2016

- 17.4 All vacation lists shall be posted by November 15 of each contract year.
- 17.5 Beginning January 1, 1993 vacation weeks shall begin at 0800 hours on Monday of the vacation week and continue to 0800 hours the following Monday.
- 17.6 No employee shall be permitted to accrue in excess of two (2) times his/her annual earned vacation, i.e. employees who earn ten (10) days of vacation per year shall have no more than twenty (20) days earned vacation to his/her credit at any time; employees who earn fifteen (15) days of vacation per year shall have no more than thirty (30) days earned vacation to his/her credit at any time; employees who earn twenty (20) days of vacation per year shall have no more than forty (40) days earned vacation to his/her credit at any time. In any event the maximum number of vacation days that an employee may have to his or her credit at any time is sixty (60).
- 17.7 Effective July 1, 2015 bargaining unit members may take vacation on a daily basis, in the sole discretion of the Chief or his designee, whose decision will not be subject to the grievance procedure
- 17.8 Vacation Buyback. Members may request and shall receive a buyback of their vacation time at straight time in blocks of one week up to a maximum of 3 weeks per fiscal year.

#### SPECIAL LEAVE

18.1 Leave from duty with full appropriate pay shall be granted to members of the Association's Negotiating Committee, not to exceed three (3) such members, who attend meetings between the Chief or his designee and the Association for the purpose of negotiating the terms of a contract, provided the employee was scheduled for duty at a time simultaneous to attendance at such meeting. Appropriate members of the Association, not to exceed one (1) such member, shall be granted leave from duty with full pay to attend meetings between the Chief or his designee and the Association for the purpose of processing grievances, provided said member was scheduled for duty at a time simultaneous to attendance at such a meeting. The city further agrees to grant four (4) units off to the President of the Association to conduct union business per calendar year provided the President provides the request at least one week in advance.

## BEREAVEMENT LEAVE

19.1 A permanent full-time employee who works an average forty-two (42) hour regular work schedule, shall be excused from work for not more than four (4) scheduled or consecutive shifts not to exceed four (4) consecutive days with pay between the date of death and the date of the funeral, inclusive, because of death in the immediate family, as defined below, and shall be paid his/her regular rate of pay for the scheduled working hours missed. It is intended that this time off be used for the purpose of handling necessary arrangements and attendance at the funeral.

A permanent full-time member of this bargaining unit who works a five (5) day schedule, shall be excused from work for not more than five (5) scheduled or consecutive shifts not to exceed five (5) consecutive days with pay between the date of death and the date of the funeral, inclusive, because of death in the immediate family, as defined below and shall be paid his/her regular rate of pay for the scheduled working hours missed. It is intended that this time off be used for the purpose of handling necessary arrangements and attendance at the funeral. No employee shall be required to report to any shift on the day of the funeral of an immediate family member occurs. This paragraph does not add any additional days with pay not otherwise provided for by the paragraph above.

Immediate family is hereby defined to mean spouse, father, mother, father-in-law, mother-in-law, brother, sister, child, son-in-law, daughter-in-law, or a blood relative or ward residing in the same household.

19.2 Under extenuating circumstances, two (2) additional days with pay, for the purposes of bereavement leave on the death of an immediate family member as defined in

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS 7/1/15 – 6/30/2016

19.1, may be granted with the written approval of the Department Head, or his/her designee, provided such days are to be charged to the employee's accrued sick leave.

19.3 In the event of a funeral which occurs during a shift, or in the event that travel to or from a funeral is necessary during a shift, when an employee is scheduled to work the shift, the employee shall be excluded from work for the one shift, if the funeral is for one of the following: sister-in-law, brother-in-law, grandmother, grandfather, grandchild, uncle or aunt.

19.4 Bereavement leave shall be paid on straight time.

## **UNIFORM ALLOWANCES**

**20.1** The budget of the Department each year shall have an account known as "Uniform Allowance". Each permanent employee of the bargaining unit shall be provided uniforms or a uniform allowance.

# 20.2 PRO-RATA PAYMENT OF ANNUAL UNIFORM ALLOWANCES

Effective July 1, 2010, or the date of ratification, an annual uniform allowance of \$800.00 shall be payable in semi-annual payments, each consisting of 50% of the annual amount. These payments will be made on or about January 15 and July 15.

20.3 In the event a member of the bargaining unit retires prior to completing a complete calendar year the uniform allowance shall be pro-rated at the rate of 1/12 the annual amount times the number of completed months of active service during the calendar year.

If a member of the bargaining unit is absent for a complete six month semi-annual period for reasons other than duty disability, he/she shall not receive the semi-annual uniform allowance for that period.

20.4 The Department shall furnish "Turnout" gear to members of the bargaining unit on an "as needed" basis, to be determined by the Department. Such Turnout gear includes coats, helmets, day boots and gloves and, if required by the Department, night boots and night hitches. Where such gear is provided, employees in the bargaining unit shall be required to wear it in accordance with the Department's SOP.

20.5 Turnout gear for bargaining unit members shall meet NFPA standards.

## **HEALTH INSURANCE**

21.1 Bargaining Unit Members may enroll in Blue Choice New England POS Plan or in Access Blue New England Plan

Effective July 1, 2012, bargaining unit members will have the option to enroll in the Blue Choice New England POS Plan on a voluntary basis in which case the City will pay eighty-seven and one-half percent (87.5%) of the single, two person or family premium or in the Access Blue New England Plan, in which case the City will pay up to eighty-seven and one-half percent (87.5%) of the single, two person or family premium.

Effective July 1, 2013, the City will Pay 85% of the premium for the Blue Choice New England POS Plan or the Access Blue New England Plan.

The following co-pays will apply to both the Blue Choice New England POS Plan and the Access Blue New England Plan:

- Office Visit \$20.00
- Specialist Visit \$20.00
- Chiropractic \$20.00
- Emergency room visit \$150.00
- Inpatient care, Outpatient surgery, skilled nursing or rehab facility \$100/\$200
   co-pay (single/2 person or family)
- Prescriptions other than mail order (one month supply) \$10/\$30/\$50 (Generic,
   Preferred, Premium)

MANCHESTER ASSOCIATION
OF FIRE SUPERVISORS

7/1/15 - 6/30/2016

• Mail order prescriptions (three month supply) - \$20/\$60/\$100 (Generic, Preferred,

Premium)

Bargaining unit members hired on or after ratification who are eligible for Health

Insurance the City shall pay 80% of the premium. The Blue Choice New England Plan

and the Access Blue New England Plan will have increased co-pays \$250/\$500 (single/2

person or family) for inpatient care, outpatient surgery, skilled nursing and rehab

facilities.

The City may offer a high deductible health insurance plan accompanied by the

establishment of a Health Savings Account (HSA) for each enrolled bargaining unit

member with a present contribution of \$1,500.00 for an individual and \$3,000.00 for a

two person or a family plan. The City retains the right to set the annual City contribution

and shall each year prior to the open enrollment period disclose any changes to high

deductible benefit plan and/or its contribution to the HSA or continuation of the HSA in

the following fiscal year. For Bargaining unit members availing themselves of this

option the City shall pay 80% of the premium. Bargaining unit members will be charged

on the basis of a single, two person or family plan irrespective of the single, two person

or family plan designation in the plan itself.

21.3 It is agreed by all parties concerned the City reserves and shall have the right to

change insurance carriers or become self-insured, provided the benefits to participants are

not decreased and the costs to participants are not increased above the amounts

referenced in Section 21.1 and further that the New Hampshire Retirement System must

accept the new policy for retired members.

35

21.4 The City shall also pay to a member of the Association injured in the performance of his/her duty the difference between his/her regular pay at the time of injury and the amount of Worker's Compensation benefits to which he/she is entitled, said payments to be in accordance with all applicable State statutes and City Ordinances. In the event any such State statutes and/or City Ordinances are amended so as to eliminate such payments, such payments shall cease as of the effective date of any such amendment(s).

Any Bargaining Unit member who receives sick leave benefits pending a determination of workers compensation eligibility shall, upon determination that the Bargaining Unit member is eligible for workers compensation benefits, shall repay to the City all sick leave benefits the employee has received.

- 21.5 Effective upon the date of ratification of this agreement the City may offer Health Maintenance Organization options to members of the bargaining unit on a voluntary basis. Such options shall include Matthew Thornton and any others, which are mutually agreed to by the City and the Union.
- 21.6 Bargaining unit members who enroll in the Northeast Delta Dental Plan Coverage C, will have eighty-five percent (85%) of the premium paid by the City. The entire premium will be paid for bargaining unit members whose spouse also works for the City.

Effective July 1, 2003, the total yearly maximum will be increased to one thousand five hundred dollars (\$1,500.00). Also effective on July 1, 2003, all employees shall be required to pay the employees' share of the dental insurance plans.

**21.7** Effective July 1, 2010, all employees shall be required to pay the employee's share of the health and dental insurance premiums as specified in the collective bargaining agreement. The terms under which the City/School District paid the entire

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS 7/1/15 – 6/30/2016

premium on both the wife and husband who are employed by the City or School District shall lapse.

- 21.8 The provisions of this Article (21) which have been changed will lapse on June 30, 2004 if any other union, if any other union, with an agreement that expired on June 30, 2002 and which participated in the collaborative bargaining, receives health/dental benefit changes which are better than the changes contained in this agreement. In such case, such better benefit changes will apply to the MAFS bargaining unit members under the same terms and conditions effective July 1, 2004 and they will continue until different benefits are negotiated and agreed upon.
- 21.9 To a bargaining unit member who elects not to receive coverage under any City/School District health insurance plan the City shall pay \$4,000.00 annually in lieu of health insurance coverage. The City shall make said payment in two equal payments of \$2,000.00. The first payment, in arrears, will be made in January/February and the second payment, in arrears will be made in July/August. Bargaining unit members who encounter a qualifying event so as to make them eligible for enrollment in the City's health insurance plans during either six month period will receive a pro rata amount based on the next \$2,000.00 payment. Bargaining unit members will be able to enroll in the City health plans notwithstanding a qualifying event in the annual open enrollment.

# SAFETY & HEALTH COMMITTEE

## 22.1 SAFETY COMMITTEE

There shall be established in the Fire Department a Safety Committee which shall be advisory only, said Committee to be composed of an equal number of members of the management of the Department, the Firefighters Association and one (1) member of the Manchester Association of Fire Supervisors. The Safety Committee shall meet not less than once every thirty (30) days. The Committee shall review safety and health problems, suggestions and recommendations from all sectors of the Department and shall make proposals for eliminating hazardous conditions in the Department, provided, however, that the provisions of this Article shall not impair the Board's right to formulate and put into effect any rules and/or regulations which it, in its sole discretion, deems necessary or desirable concerning the protection of life and property, safety, health and sanitation.

22.2 The Union agrees to participate in any annual physical examination and/or health and wellness program agreed upon by the City and the Manchester Professional Firefighters Association, Local 856, IAFF.

# **DISCIPLINE**

- 23.1 Discipline of permanent bargaining unit employees is generally to be corrective and of progressive severity and action will normally be taken in the following manner:
  - **STEP 1:** A verbal warning or reprimand, explaining the problem and what corrective action is required.
  - STEP 2: A continuation of the problem may result in a written warning indicating the reason for the reprimand and the action to be taken to avoid the problem in the future. A copy of the reprimand will be placed in the employee's personnel file.
  - **STEP 3:** If there are continued infractions of the same nature or no improvement in the employee's performance, additional written reprimands may be given or the employee may be suspended for one to five days without pay.
  - STEP 4: Continued infractions may result in suspension without pay in excess of five days or termination of employment. An employee may be given a written warning, be suspended, demoted or discharged if the misconduct is of such a serious nature that there is sufficient cause for such initial action, even though there have been no prior warnings or written reprimands.
- 23.2 Any permanent employee who is in the bargaining unit who is demoted in rank or dismissed shall be notified in writing of the reasons for such demotion or dismissal.

# **CORRESPONDENCE**

24.1 It is agreed the Fire Chief or his/her designee will acknowledge in writing letters from the Association President or his/her designee pertaining to matters concerning the disciplining of bargaining unit members, grievances within the bargaining unit or questions on the interpretation and administration of this Agreement, such acknowledgment to be made within twenty (20) days of the receipt of such letters.

24.2 Three representatives of the Association shall meet with the Chief, or his/her designee, once a month to discuss matters of mutual concern, including those matters necessary to the implementation of this agreement. A written agenda shall be submitted by the Association to the Chief no less than five days before the scheduled meeting. At the discretion of the Chief, or his/her designee, additional matters for discussion may be placed on the agenda. Nothing contained herein shall prevent the Chief, or his/her designee, and the Association from meeting on a less frequent basis on mutual agreement.

24.3 Nothing contained herein shall prevent the Association from consulting with the Chief or his/her designee at any time, if matters of mutual concern arise of an urgent or emergency nature.

# GRIEVANCE PROCEDURE

- 25.1 For the purpose of this contract, a grievance is defined as a written dispute, claim or complaint which is filed and signed by either an employee in the Bargaining Unit, the Association or the Chief or his designee and which arises under and during the term of this agreement. Grievances are limited to matters of interpretation or application of Articles contained in this Agreement. An employee in the bargaining unit, the Association or the Chief or his designee shall have the right to initiate a grievance in accordance with the provisions of this Article.
- 25.2 Whenever an employee in the bargaining unit has a grievance as defined above, the following procedure shall be utilized or such grievance shall be deemed waived.
- (a) The employee involved shall file the grievance in writing with the Association President within fifteen (15) calendar days from the date of the event which gives rise to the alleged grievance or within fifteen (15) calendar days from the date the employee knew or should have known, with reasonable diligence, of the event which gives rise to the alleged grievance. The Association President shall then submit the grievance to the Association Grievance Committee for discussion within seven (7) calendar days after the grievance is presented to him/her.
- (b) The grievant or the Association must, if wishing to process the grievance, file said grievance with the Chief Engineer within ten (10) calendar days after said grievance was filed with the Association Grievance Committee. The grievance shall be submitted in writing, listing the Article(s) and Section(s) violated, the specific facts associated with

7/1/15 – 6/30/2016

the grievance and the remedy desired. Within ten (10) calendar days following receipt of

the grievance, the Chief Engineer or his/her designee shall either issue a written decision

or schedule a hearing. Said hearing shall be held no later than fifteen (15) calendar days

following receipt of the grievance and a written decision shall be issued with five (5)

calendar days after the hearing. If a hearing is scheduled, the Association and the

grievant shall attend at the Chief Engineer's or his/her designees discretion.

(c) If the grievant is not satisfied with the decision of the Chief Engineer, or if no

decision is rendered within the time limits contained in 25.2(b) above, the grievant or the

Association may file said grievance with the Pre-Arbitration Board within ten (10)

calendar days after the time limits cited above. The Pre-Arbitration Board comprised of a

representative of the Association, the Department and the City's Chief Negotiator will act

upon the grievance within fifteen (15) calendar days after the grievance was filed with the

Pre-Arbitration Board. The grievant must attend the Pre-Arbitration Board meeting.

25.3 Whenever the Association has a grievance as defined above, the following

procedure shall be utilized or such grievance shall be deemed waived.

(a) The Association shall file the grievance in writing with the Chief Engineer

within thirty (30) calendar days from the date of the event which gives rise to the alleged

grievance. Within ten (10) calendar days the Chief Engineer shall issue a decision or

schedule a hearing as provided in 25.2(b).

(b) If the Association is not satisfied with the decision of the Chief Engineer or if

no decision has been rendered within twenty (20) calendar days after filing with said

Chief Engineer, the Association may file said grievance with the Pre-Arbitration Board in

accordance with Section 25.2(c).

42

25.4 Any mutually satisfactory disposition reached as a result of action taken in

Sections 25.2 or 25.3 shall be final and binding upon the parties as to the matter in

dispute; and the City, the Association and the grievant shall thereafter comply in all

respects with the result of such disposition.

25.5 If said grievance is not reported and/or processed within the time limits set forth

in Sections 25.2 or 25.3 above, the matter shall be dismissed and no further action shall

be taken with respect to such grievance.

25.6 Should any grievance arise which cannot be settled within the scope of the

foregoing sections of this Article, either the Chief or his designee or the Association may

submit such grievance to arbitration as follows:

(a) If the aggrieved employee is not satisfied with the disposition of his/her

grievance as the result of the action of the Pre-arbitration Board or if no decision has been

rendered within ten (10) calendar days after the Pre-arbitration board meeting, the

aggrieved employee may request in writing, within fifteen (15) calendar days from the

date of the Pre-arbitration board meeting, to the Association that the Association submit

his/her grievance to the New Hampshire Public Employee Labor Relations Board in

accordance with its rules and regulations. If the Association determines that the

grievance is meritorious and that submitting it to arbitration is in the best interest of the

Department, it may submit the grievance in writing to the

P.E.L.R.B. within fourteen (14) calendar days after receipt of the written request by the

aggrieved employee. If the aggrieved employee fails to submit such written request for

arbitration to the Association within the said fifteen (15) days after the Pre-arbitration

Board meeting or the Association fails to submit said grievance to the P.E.L.R.B. within

43

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS

7/1/15 - 6/30/2016

said fourteen (14) days after receipt of the written request from the employee, the

grievance shall be deemed abandoned and no further action shall be taken with respect to

such grievance.

(b) If the Association is not satisfied with the disposition of the grievance as the

result of the Pre-arbitration board meeting or if no decision has been rendered within ten

(10) calendar days after the Pre-arbitration meeting, the Association may submit in

writing a request to the P.E.L.R.B. to appoint an arbitrator to resolve said grievance in

accordance with the rules and regulations within fourteen (14) days after the Pre-

arbitration meeting. If the Association fails to submit such written request for the

appointment of an arbitrator to the P.E.L.R.B. within said fourteen (14) days, the

grievance shall be deemed abandoned and no further action shall be taken with respect to

such grievance.

(c) The arbitrator shall not have the power to add to, ignore or modify any of the

terms and conditions of this agreement. His/her decision shall not go beyond what is

necessary for the interpretation and application of express provisions of this Agreement.

The arbitrator shall not substitute his/her judgment for that of the parties in the exercise

of rights granted or retained by this agreement.

(d) The decision of the arbitrator shall be final and binding upon the parties as to

the matter in dispute.

(e) The expenses of the arbitrator shall be borne equally by the parties. Each

party shall make arrangements for, and pay the expenses of witnesses who are called by

them.

44

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS 7/1/15 – 6/30/2016

- Nothing contained herein shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any appropriate member of the Department, and having the grievance adjusted without the intervention of the Association provided the adjustment is not inconsistent with the terms of this agreement and that the Association has been given the opportunity to be present at such adjustment and to state its views.
- 25.8 The above times may be extended or by-passed by mutual written agreement of the parties.
- 25.9 A grievant and one Association representative shall be allowed up to one hour off (without loss of pay) during duty hours to process grievances through each step of the grievance procedure. Additional time may be granted if mutually agreed to by the parties.

# **SEPARABILITY**

26.1 If any provision of this agreement or any application of the agreement to any employee or group of employees is found contrary to law, then such provision or application will not be deemed valid and subsisting, except to the extent permitted by law, provided, however, that all other provisions of this agreement and applications thereof will continue in full force and effect.

# LIFE INSURANCE BENEFIT

27.1 Effective July 1, 2010, or date of ratification, whichever is later, the City will provide for a Life Insurance Fund to provide for the payment of a death benefit of an amount equal to the employee's last yearly base pay, but not to exceed fifty thousand (\$50,000.00) dollars, to the named beneficiary or estate of any member of the Bargaining Unit who dies from any cause while employed by the City or who dies within sixty (60) calendar days after retirement or resignation for health reasons. The city reserves the right to obtain insurance coverage for the above amounts, and reserves the sole right to select such insurance carrier.

27.2 Provided, however, that the City reserves the right to provide the insurance benefits agreed to in 27.1 by contracting with a private insurance carrier. The City may, at its sole option, exercise this right except that if it does so it must contract with the private insurance carrier for a covenant that the private carrier must allow retired employees to convert the coverage provided for herein, at their sole expense upon retirement, and provided that the private insurance contract shall not increase the City's cost above that required by Section 27.1.

# **INDEMNIFICATION**

28.1 The City of Manchester currently purchases liability insurance, which includes coverage of Liability of Public Officials and employees for actions taken as part of their official duties while employed by the City.

Furthermore, on the 25th of November, 1975, the Board of Mayor and Aldermen acted under the provisions of RSA 31:105 by voting to indemnify and hold harmless for loss or damage any person employed by the City while acting in their official capacity. Such action by the Board of Mayor and Aldermen protects the Officials and employees of the City for the deductible amount of liability insurance.

Employees of the City within the bargaining unit are covered under the Liability Insurance and the Indemnification for the deductible amount of the liability coverage, which are currently in effect. Liability insurance coverage and indemnification for the deductible amount of the liability coverage shall be maintained for bargaining unit members under the same terms and conditions as for other employees of the City.

# **RESIDENCY**

29.1 All members of the bargaining unit shall be required to reside within a fifteen (15) mile radius of the City limits of Manchester, New Hampshire; provided, however, that any member of the bargaining unit who resided outside the fifteen-mile limit as of the date of ratification of this Agreement shall be allowed to continue such residency outside the City limits.

### **MISCELLANEOUS**

<u>30.1</u> An annual payment of two hundred dollars (\$200.00) shall be paid to the Equipment Maintenance Superintendent in lieu of tool insurance and the City will not be liable for any losses.

<u>30.2</u> Employee Assistance Program. Employees who are members of the bargaining unit shall be entitled to the benefits of the department's employee assistance program.

<u>30.3</u> Unit employees who are required or subpoenaed to appear in court either at the direction of the Department or upon subpoena pertaining to matters related to their official duties as a member of the Manchester Fire Department will be compensated for all actual hours engaged in such activity at the rate of one and one-half (1 1/2) times their regular hourly rate with a minimum of three (3) hours overtime pay.

In the event that such an employee receives or is entitled to receive a witness fee, such witness fee shall be executed in favor of the City and turned over to the Department. Such employee shall not be required to turn over any payments for mileage incurred in such activities unless they shall have utilized a department vehicle.

### 30.4 Drug and Alcohol Testing

The Association agrees that the members of this bargaining unit shall be subject to the same drug and alcohol testing program as may be adopted between the City and Local #856, IAFF, Manchester Professional Firefighters under the same terms and conditions.

# **RETIREMENT**

# 31.1 Retirement

Under the N.H. Retirement System the City may call for examinations of the members who are on disability retirement. If they are found fit, they can be taken off disability retirement. In such cases, the Department shall provide a system for the return of such members to active duty, provided such members pass a City physical, agree to retrain if necessary. Such member shall be returned to duty in the next occurring vacancy.

# **EDUCATION INCENTIVE REIMBURSEMENT POLICY**

- <u>32.1</u> Effective July 1, 2010 the City agrees to provide reimbursement to bargaining unit members who complete approved courses related to Fire Department responsibilities based upon the following: Seventy-five percent (75%) of the cost of courses, books and materials to a maximum of Eight Hundred Fifty Dollars (\$850.00) per fiscal year, per employee.
- 32.2 Effective July 1, 2015, the City agrees to provide reimbursement to bargaining unit members who complete approved courses related to Fire Department responsibilities based upon the following: Seventy-five percent (75%) of the cost of courses, books and materials to a maximum of two thousand dollars (\$2,000) per fiscal year, per employee, not to exceed an aggregate payment of four thousand five hundred dollars (\$4,500.00) per fiscal year.
- <u>32.3</u> Once a course has been approved the City will advance to the bargaining unit member one-half of the authorized amount of the course tuition and books. The remainder of the course reimbursement will be paid to the bargaining unit member upon presentation of a certificate of satisfactory completion of the course.
- 32.4 The department agrees to cover the bargaining unit member's shifts while attending approved courses with the approval of the Fire Chief or his designee.

# TERMINATION AND RENEWAL

<u>33.1</u>	This Agreement shall be in	full force and e	ffect and remain	in in full for	ce and effect
from	July 1, 2015 to and include	ing June 30, 2	016 except as	otherwise	specified in
indiv	idual articles, and shall contin	ue from year to	year thereafter	r unless writ	ten notice of
desire	e to modify or terminate the	Agreement is so	erved by either	party upon	the other at
least	sixty (60) days prior to the da	te of expiration	or the annivers	ary date ther	eof.
	IN WITNESS WHEREOFday of,		hereunto set t	heir hands a	nd seals this
MAT	S NEGOTIATING/TEAM		CITY NEGO	TIATING	ГЕАМ

Date: \_\_\_\_\_\_ Date: \_\_\_\_\_

# **SEVERANCE BENEFIT**

34.1 In recognition of prior service to the City any bargaining unit member who is eligible to retire from the New Hampshire Retirement System who does retire on or after March 1, 2012 and prior to June 30, 2015 shall have earned a severance benefit of \$13,000.00. The City may withhold from this benefit such amounts as are necessary to pay the employer and the employee contributions to the New Hampshire Retirement System.

# **HEALTH BENEFITS AND SALARY INCREASES**

35.1 Should, subsequent to January 1, 2012, ay other bargaining unit within the City of Manchester, New Hampshire negotiate health care benefits set forth in paragraph 21.2, 21.9 and Article 34 the Manchester Association of Fire Supervisors shall be entitled to receive the more favorable benefits.

35.2 Should, subsequent to January 1, 2012, any other bargaining unit within the City of Manchester, New Hampshire negotiate Salary Schedule increases for the years set forth in paragraphs 11.1 (d) and 11.1 (e), of this agreement which are more favorable than the Salary Schedule increases contained in paragraphs 11.1 (d) and (e), the Manchester Association of Fire Supervisors shall be entitled to receive the more favorable Salary increases for those years.

## MEMORANDUM OF UNDERSTANDING

### Between

City of Manchester, Fire Department

Manchester Professional Firefighters Union IAFF Local 856

Manchester Fire Supervisors IAFF Local 3820

The parties agree to amend the terms of their contract dates FY 2007 to FY 2010 regarding the pay for additional staff hired to compliment and or cover vacancies for the current staff in the Maintenance Division. This memorandum will remain in effect unless changed by mutual agreement;

- 1. Vacancies in the Maintenance Division will be given first priority to members of the Manchester Fire Department who have attained the Emergency Vehicle Training Certification (EVT); the certifying organization is the EVT Certification Commission Inc. If an EVT Certified member is not available the position will be filled from the overtime list containing all interested IAFF Local 856 and IAFF Local 3820 members. This list will be maintained by the Maintenance Superintendent and operate of a rotating basis.
- 2. Pay for the position will be time and one half the Equipment Mechanic II rate currently 18 and to include the individual members corresponding seniority step in the pay matrix.
- 3. Any member of regardless of rank will be working under the direction of the Mechanic on duty.

IN WITNESS WHEREOF, the parties warrant and represent that each of the representatives are authorized to bind the parties to this Contract:

City of Manchester, NH Fire Department

Manchester Professional Firefighters IAFF Local 856

Manchester Fire Supervisors IAFF Local 3820

# MEMORANDUM OF UNDERSTANDING

### Between

# The City of Manchester, New Hampshire

### And

# The Manchester Association of Fire Supervisors

For the period covering July 1, 2010 to June 30, 2015

- 1. The City of Manchester, New Hampshire ("City") is constructing a new municipal complex which includes a centralized fleet maintenance facility.
- 2. The City desires to centralize its fleet/vehicle repair at the new facility including the maintenance and repair of Fire Department equipment.
- 3. Article 2.2 of the collective bargaining agreement between the parties provides:

It is further agreed that if at any time in the future the City establishes a Centralized Garage operation which includes the maintenance and repair of Fire Department equipment the position of Equipment Maintenance Superintendent may be transferred to the Centralized Garage without grievance. The incumbent in the position at the time of such transfer shall retain his current retirement rights.

- 4. Pursuant to Article 2.2 the Fire Department's Equipment Maintenance Superintendent II will be transferred to the new centralized fleet facility without grievance.
- 5. That the Equipment Maintenance Superintendent II shall remain under the supervision of the Chief of the Fire Department but shall report to and follow the directions of the Fleet Services Director or supervisor. Any discipline of the Equipment Maintenance Superintendent II shall be pursuant to the then effective collective bargaining agreement. The Fleet Services Director or supervisor may participate in any disciplinary proceedings.

MANCHESTER ASSOCIATION OF FIRE SUPERVISORS 7/1/15 – 6/30/2016

- 6. That the Chief of the Fire Department may order the Equipment Maintenance Superintendent II to follow the directions of the Fleet Services Director or supervisor. Failure to obey the Chief's order will result in discipline up to and including termination.
- 7. That upon termination of the current Equipment Maintenance Superintendent II, Keith Foster's, employment with the City there will be no further Equipment Maintenance Superintendent II position or employee in the Manchester Fire Department.
- 8. Non-fire department mechanics at the centralized fleet maintenance facility will be trained to and will repair fire department equipment.
- 9. That the current Fire Department Equipment Maintenance Superintendent II will be trained to work on and will maintain and repair non-fire department vehicles and equipment.

Signed and dated by all parties November 19-20, 2012

	2015	21,878.83 10.63	22,	16.335 23,410.35 11.27	24,229.71 11.64	17.460 25,049.09 12.04	25,925.78 12.47	26,802.49 12.91	19.365 27,740.61 13.34	28,678.68 13.80	20.700 29,682.44 14.30	21.450 30,686.19 14.80	22.200 31,760.21 15.29	22.935 32,834.22 15.80	23.700 33,983.41 16.35	24.525 35,132.62 16.91
	2015	21,241.58 10.32 15.480	21,9	15.870 22,728.49 10.94	23,523.98	16.965 24,319.48 11.68	25,170.65	26,021.85	16.760 26,932.64 12.97	13.455 27,843.39 13.38	20.070 28,817.91 13.89	20,835 29,792.40 14.33	21.495 30,835.17 14.86	31,877.89 15.34	23.010 32,993.62 15.87	23.603 34,109.34 16.41
	2015	20,622.91 10.03 15.045	21,3	15.390 22,066.50 10.63	22,838.84	23,611.15 11.36 17,040	24,437.54 11.78	25,263.94 12.17	26,148.17 12.57 18.855	27,032.42	19.515 27,978.54 13.48	28,924.66 13.92	20.880 29,937.04 14.40	21.600 30,949.39 14.91	22.365 32,032.63 15.40	33,115.85 15.95
	2015 STED 42	20,02	20,723.02	21,423.78 10.32 15,480	22,173.62	22,923.44 11.04 16.560	23,725.78 11.42 17 130	24,528.08 11.83	25,386.56 12.23 18.345	26,245.05	27,163.62	28,082.22 13.53	29,065.08 13.98	30,047.96 14.47	31,099.67 14.97 22.455	32,151.35 15.45
	2015 STEP 11	1	20,119.43 9.67	20,799.79 10.03	21,527.78 10.35	22,255.79 10.72 16.080	23,034.74 11.09 16.635	23,813.68 11.46 17.190	24,647.13 11.87 17.805	25,480.63	26,372.47	27,264.28	13.59 13.59	29,172.78 14.05 21.075	30,193.83 14.53 21.795	31,214.86 15.03
	2015 STEP 10	1	19,533.42 9.38	20,193.96 9.73 14.595	20,900.74 10.06 15.090	21,607.55 10.38 15.570	22,363.82 10.77 16.155	23,120.08 11.15 16.725	23,929.27 11.52 17.280	24,738.47 11.90 17 850	25,604.33 12.35 18.525	26,470.19	27,396.63	28,323.09 13.65 20.475	29,314.39 14.12 21.180	30,305.72 14.58
%L - (GL071	2015 STEP 9	,	18,964.50 9.11 13.665	19,605.80 9.44 14.160	20,292.01 9.76 14 640	20,978.23 10.10 15.150	21,712.45 10.43 15.645	22,446.67 10.81 16.215	23,232.32 11.19 16.785	24,017.95 11.55 17.325	24,858.57 11.98 17.970	25,699.20 12.38 18.570	26,598.65 12.81 19.215	27,498.14 13.22 19.830	28,460.58 13.70 20.550	29,423.02 14.16
TEDOLE - (F	2015 STEP 8	17,789 8 12.	18,412.13 8.87 13.305	19,034.73 9.17 13.755	19,700.97 9.47 14,205	20,367.20 9.80 14.700	21,080.03 10.15 15.225	21,792.87 10.47 15.705	22,555.62 10.85 16.275	23,318.41 11.22 16.830	24,134.54 11.62 17.430	24,950.70 12.01 18.015	25,823.95 12.43 18.645	26,697.21 12.85 19.275	27,631.62 13.30 19.950	28,566.04 13.74
5	2015 STEP 7	,	17,875.86 8.60 12.900	18,480.32 8.91 13.365	19,127.14 9.20 13.800	19,773.97 9.50 14.250	20,466.05 9.86 14.790	21,158.16 10.19 15.285	21,898.68 10.54 15.810	22,639.21 10.89 16.335	23,431.60 11.29 16.935	24,223.98 11.65 17.475	25,071.81 12.07 18.105	25,919.64 12.47 18.705	26,826.84 12.93 19.395	27,734.01 13.34
	2015 STEP 6	16,768.30 8.13 12.195	17,355.17 8.34 12.510	17,942.10 8.63 12.945	18,570.03 8.94 13.410	19,198.02 9.24 13.860	19,869.94 9.55 14.325	20,541.87 9.90 14.850	21,260.86 10.22 15.330	21,979.83 10.58 15.870	22,749.11 10.97 16.455	23,518.41 11.32 16.980	24,341.55 11.72 17.580	25,164.34 12.12 18.180	26,045.44 12.53 18.795	26,926.24 12.96
	2015 STEP 5	16,279.91 7.91 11.865	16,849.69 8.11 12.165	17,419.51 8.38 12.570	18,029.18 8.68 13.020	18,638.85 8.97 13.455	19,291.24 9.28 13.920	19,943.57 9.60 14.400	20,641.62 9.95 14.925	21,339.62 10.26 15.390	22,086.51 10.65 15.975	22,833.39 11.00 16.500	23,632.59 11.38 17.070	24,431.74 11.77 17.655	25,286.85 12.18 18.270	26,141.98 12.56
	2015 STEP 4	15,805.73 7.69 11.535	16,358.94 7.87 11.805	16,912.14 8.13 12.195	17,504.05 8.42 12.630	18,096.00 8.72 13.080	18,729.35 9.01 13.515	19,362.69 9.33 13.995	20,040.41 9.63 14.445	20,718.09 9.98 14.970	21,443.23 10.33 15.495	22,168.35 10.69 16.035	22,944.24 11.05 16.575	23,720.15 11.42 17.130	24,550.34 11.83 17.745	25,380.55 12.22
200	STEP 3	15,345.35 7.45 11.175	15,882.43 7.64 11.460	16,419.56 7.89 11.835	16,994.23 8.18 12.270	17,568.92 8.45 12.675	18,183.84 8.75 13.125	18,798.73 9.05 13.575	19,456.70 9.36 14.040	20,114.66 9.67 14.505	20,818.65 10.04 15.060	21,522.67 10.36 15.540	22,275.96 10.73 16.095	23,029.27 11.09 16.635	23,835.29 11.46 17.190	24,641.32
2015	STEP 2	14,898.43 7.23 10.845	15,419.87 7.41 11.115	15,941.29 7.68 11.520	16,499.26 7.94 11.910	17,057.18 8.20 12.300	17,654.19 8.48 12.720	18,251.21 8.81 13.215	18,889.98 9.09 13.635	19,528.76 9.39 14.085	20,212.28 9.74 14.610	20,895.79 10.08 15.120	21,627.16 10.39 15.585	22,358.51 10.76 16.140	23,141.07 11.15 16.725	23,923.60 11.51
2015	STEP 1		14,970.74 7.20 10.800	15,476.99 7.42 11.130	16,018.69 7.73 11.595	16,560.38 7.97 11.955	17,139.99 8.23 12.345	17,719.60 8.53 12.795	18,339.81 8.82 13.230	18,959.98 9.13 13.695	19,623.58 9.43 14.145	20,287.17 9.77 14.655	20,997.24 10.10 15.150	21,707.29 10.42 15.630	22,467.05 10.80 16.200	23,226.81
	DE	<u></u>	14 Ex H O	E2 EX O	ZA EX	E. E.	3A Ex O H	A TO	4A Ex O H	S T O	5A Ex H O	O T K	SA EX	O EX	A EX	ΞΞ
	GRADE	GRADE	GRADE	GRADE	GRADE 2A	GRADE (6A0)	GRADE 3A (6AA)	GRADE (6B0)	GRADE 4A (6BA)	GRADE (6C0)	GRADE 5A (6CA)	GRADE 6 (6D0)	GRADE 6A (6DA)	GRADE 7 (6E0)	GRADE 7A (6EA)	GRADE 8 (6F0)

GRADE GRADE 23	2015   STEP 1 Ex 64,083.46	2015 STEP 2 66,005.96	2015 STEP 3 67.986.17	2015 STEP 4 70 025 71	2015 STEP 5	2015 STEP 6	2015 STEP 7	2015 STEP 8	2015 STEP 9	2015 STEP 10	2015 STEP 11	2015 STEP 12	2015 STEP 13	2015 STEP AL1	2015 STEP AL2
	H 30.78 О 46.170		32.68 49.020	33.67 50.505	34.69 34.69 52.035	74,290.28 35.73 53.595	76,519,00 36.80 55.200	78,814,59 37.89 56.835	81,179.01 39.04 58.560	83,614.40 40.20 60.300	86,122.82 41.41 62.115	88,706.50 42.64 63.960	91,367.69 43.95 65.925	94,108.72 45.24 67.860	96,931.98 46.61 69.915
_	Ex 66,326.38 H 31.88 O 47.820	32.85 32.85 32.85 32.85	70,365.66 33.82 50.730	72,476.63 34.83 52.245	74,650.93 35.91 53.865	76,890.48 36.98 55.470	79,197.17 38.09 57.135	81,573.08 39.23 58.845	84,020.29 40.41 60.615	86,540.89 41.60 62.400	89,137.12 42.85 64.275	91,811.22 44.15 66.225	94,565.55 45.48 68.220	97,402.53 46.84 70.260	100,324.62 48.24 72.360
GRADE 24 (6V0)	Ex 68,569.30 H 32.97 O 49.455	70,626.38 33.95 50.925	72,745.20 34.98 52.470	74,927.55 36.02 54.030	77,175.36 37.11 55.665	79,490.63 38.22 57.330	81,875,32 39,37 59,055	84,331.60 40.56 60.840	86,861,56 41,77 62.655	89,467.42 43.01 64.515	92,151.41 44.30 66.450	94,915.95 45.66 68.490	97,763.44 47.02 70.530	100,696.34 48.43 72.645	103,717.23 49.87 74.805
GRADE 24A (6VA)	Ex 70,969.25 H 34.13 O 51.195	73,098.33 35.14 52.710	75,291.27 36.18 54.270	77,550.00 37.28 55.920	79,876.51 38.41 57.615	82,272.79 39.56 59.340	84,740.98 40.73 61.095	87,283.19 41.96 62.940	89,901.70 43.23 64.845	92,598.74 44.53 66.795	95,376.69 45.86 68.790	98,238.02 47.23 70.845	101,185.15 48.64 72.960	104,220.71 50.11 75.165	107,347.35 51.61 77.415
GRADE 25 (6W0)	Ex 73,369.17 H 35.28 O 52.920	75,570.23 36.34 54.510	77,837.34 37.41 56.115	80,172.46 38.55 57.825	82,577.64 39.70 59.550	85,055.00 40.89 61.335	87,606.61 42.14 63.210	90,234.80 43.40 65.100	92,941.89 44.69 67.035	95,730.11 46.03 69.045	98,602.02 47.41 71.115	101,560.09 48.82 73.230	104,606.89 50.29 75.435	107,745.08 51.81 77.715	110,977.43 53.36 80.040
GRADE 25A E (6WA)	Ex 75,937.09 H 36.51 O 54.765	78,215.21 37.62 56.430	80,561.62 38.74 58.110	82,978.51 39.90 59.850	85,467.87 41.10 61.650	88,031.87 42.34 63.510	90,672.85 43.61 65.415	93,393.03 44.91 67.365	96,194.84 46.27 69.405	99,080.68 47.65 71.475	102,053.11 49.09 73.635	105,114.69 50.56 75.840	108,268.13 52.06 78.090	111,516.16 53.63 80.445	114,861.64 55.25 82.875
GRADE 26 E (6X0)	Ex 78,505.00 H 37.75 O 56.625	80,860.16 38.90 58.350	83,285.96 40.05 60.075	85,784.52 41.25 61.875	88,358.05 42.50 63.750	91,008.83 43.76 65.640	93,739.08 45.08 67.620	96,551.26 46.42 69.630	99,447.78 47.82 71.730	102,431.23 49.26 73.890	105,504.15 50.72 76.080	108,669.29 52.25 78.375	111,929.34 53.82 80.730	115,287.24 55.42 83.130	118,745.84 57.10 85,650
_	Ex 81,252.69 H 39.07 O 58.605	83,690.27 40.25 60.375	86,200.98 41.46 62.190	88,787.01 42.70 64.050	91,450.60 43.99 65.985	94,245.12 45.28 67.920	97,019.94 46.66 69.990	99,930.55 48.07 72.105	102,928.46 49.50 74.250	106,016.31 50.99 76.485	109,196.80 52.50 78.750	112,472.68 54.10 81.150	115,846.90 55.72 83.580	119,322.30 57.38 86.070	122,901.95 59.09 88.635
GRADE 27 E (6Y0)	Ex 84,000.35 H 40.40 O 60.600	86,520.36 41.59 62.385	89,115.98 42.84 64.260	91,789.45 44.14 66.210	94,543.13 45.47 68.205	97,379.43 46.83 70.245	100,300.81 48.21 72.315	103,309.85 49.67 74.505	106,409.12 51.16 76.740	109,601.39 52.71 79.065	112,889.46 54.28 81.420	116,276.12 55.91 83.865	119,764.44 57.59 86.385	123,357.34 59.33 88,995	127,058.07 61.12 91.680
GRADE 27A E (6YA)	Ex 86,940.36 H 41.81 O 62.715	89,548.56 43.04 64.560	92,235.04 44.33 66.495	95,002.08 45.69 68.535	97,852.14 47.06 70.590	100,787.71 48.47 72.705	103,811.32 49.90 74.850	106,925.67 51.42 77.130	110,133.46 52.96 79.440	113,437.45 54.52 81,780	116,840.56 56.18 84.270	120,345.79 57.86 86.790	123,956.16 59.60 89.400	127,674.87 61.38 92.070	131,505.09 63.22 94.830
GRADE 28 E (620)	Ex 89,880.37 H 43.21 O 64.815	92,576.79 44.51 66.765	95,354.07 45.84 68.760	98,214.74 47.22 70.830	101,161.17 48.63 72.945	104,196.01 50.09 75.135	107,321.86 51.60 77.400	110,541.52 53.15 79.725	113,857.76 54.75 82.125	117,273.50 56.41 84.615	120,791.71 58.11 87.165	124,415.47 59.85 89.775	128,147.94 61.63 92.445	131,992.36 63.49 95.235	135,952.13
GRADE 28A E (6ZA) C	Ex 93,026.19 H 44.72 O 67.080	95,816.96 46.09 69.135	98,691,47 47,46 71,190	101,652.25 48.87 73.305	104,701.80 50.34 75.510	107,842.86 51.86 77.790	111,078.13 53.41 80.115	114,410.49 55.01 82.515	117,842.80 56.65 84.975	121,378.08 58.35 87.525	125,019.40 60.11 90.165	128,770.03 61.90 92.850	132,633.12 63.77 95.655	136,612.10 65.68	30.083 140,710.46 67.65
GRADE 29 E (600)   C	Ex 96,171.99 H 46.26 O 69.390	99,057.16 47.64 71.460	102,028.89 49.07 73.605	105,089.75 50.55 75.825	108,242.44 52.05 78.075	111,489.70 53.62 80.430	114,834.41 55.24 82.860	118,279.42 56.89 85.335	121,827.81 58.61 87.915	125,482.65 60.36 90.540	129,247.14 62.18 93.270	133,124.53 64.01 96.015	137,118.29 65.95 98.925	141,231.84 67.92 101.880	145,468.77 69.96
GRADE 29A Ex (60A) H	Ex 99,538.01 H 47.85 O 71.775	102,524.15 49.30 73.950	105,599.89 50.77 76.155	108,767.90 52.30 78.450	112,030.92 53.88 80.820	115,391.85 55.49 83.235	118,853.62 57.17 85.755	122,419.21 58.88 88.320	126,091.78 60.64 90.960	129,874.56 62.45 93.675	133,770.77 64.34 96.510	137,783.91 66.26 99.390	141,917.43 68.25 102.375	146,174.96 70.29 105,435	150,560.17 72.42 108.630
GRADE 30 E (610) P	Ex 102,904.01 H 49.45 O 74.175	105,991.17 50.95 76.425	109,170.89 52.47 78.705	112,446.04 54.08 81.120	115,819.39 55.69 83.535	119,293.98 57.36 86.040	122,872.80 59.06 88.590	126,558.99 60.87 91.305	130,355.75 62.67 94.005	134,266.45 64.58 96.870	138,294,42 66.51 99.765	142,443.26 68.49 102.735	146,716.54 70.56 105.840	151,118.07 72.67 109.005	155,651.61 74.85 112.275

						C INICI LINE	TINE PAT SC	HEDDILE - (F.	Y2015) - 1%						
GRADE	2015 STEP 1	2015 STEP 2	2015 STEP 3	2015 STEP 4	2015 STEP 5	2015 STEP 6	2015 STEP 7	2015 STEP 8	2015 STEP 9	2015 STEP 10	2015 STEP 44	2015	2015	2015	2015
GRADE 30A Ex (61A) H O	106,505.66 1 51.21 76.815	109,700.86 52.76 79.140	112,991.87 54.35 81.525	116,381.64 55.97 83.955	119,873.10 57.67 86.505	123,469.28 59.39 89.085	127,173.35 61.17 91.755	130,988.56 63.01 94.515	134,918.22 64.88 67.320	138,965.76 66.84	143,134.73 68.84	147,428.77 70.90	STEP 13 151,851.63 73.04	STEP AL1 156,407.18 75.21	STEP AL2 161,099.39 77.48
GRADE 31 Ex (620) H 0	110,107.33 1 52.95 79.425	113,410.56 54.51 81.765	116,812.87 56.16 84.240	120,317.26 57.84 86.760	123,926.77 59.57 89.355	127,644.58 61.36 92.040	131,473.91 63.20 94.800	135,418.12 65.10 97.650	139,480.68 67.05	143,665.09 69.08 103.630	147,975.03 71.17	106.350 152,414.16 73.30	109.560 156,986.72 75.48	112.815 161,696.31 77.75	116.220 166,547.21 80.06
GRADE 31A Ex (62A) H O	113,961.09 1 54.79 82.185	117,379.91 56.44 84.660	120,901.30 58.14 87.210	124,528.35 59.89 89.835	128,264.19 61.67 92.505	132,112.12 63.53 95.295	136,075.47 65.44 98.160	140,157.75 67.38 101.070	144,362.48 69.42	148,693.38 71.49	153,154.15 73.65	109.950 157,748.79 75.85	113.220 162,481.27 78.14	116.625 167,355.70 80.48	120.090 172,376.37 82.88
GRADE 32 EX (630) H 0	( 117,814.85 56.63 84.945	121,349.28 58.33 87.495	124,989.75 60.10 90.150	128,739.46 61.89 92.835	132,601.63 63.76 95.640	136,579.69 65.67 98.505	140,677.06 67.64 101.460	144,897.38 69.67 104.505	149,244.31 71.76 107.640	153,721.65 73.90 110.850	158,333.27 76.13 114,195	113.775 163,083.28 78.43 117,645	117.210 167,975.78 80.76 121.140	120.720 173,015.07 83.21	124.320 178,205.50 85.70
_		125,596.51 60.40 90.600	129,364.42 62.23 93.345	133,245.34 64.07 96.105	137,242.71 65.99 98.985	141,359.98 67.98 101.970	145,600.79 70.03 105.045	149,968.80 72.10 108.150	154,467.85 74.28 111.420	159,101.89 76.50 114.750	163,874.94 78.80 118.200	168,791.19 81.16 121.740	173,854.94 83.60 125.400	179,070.60 86.12 129,180	128.550 184,442.69 88.71 133.065
	126,061.86 60.60 90.900	129,843.74 62.42 93.630	133,739.05 64.32 96.480	137,751.20 66.24 99.360	141,883.75 68.23 102.345	146,140.25 70.27 105.405	150,524.47 72.39 108.585	155,040.18 74.55 111.825	159,691.40 76.78 115.170	164,482.13 79.08 118.620	169,416.64 81.47 122.205	174,499.09 83.92 125.880	179,734.11 86.43 129,645	185,126.11 89.01 133.515	190,679.89
GRADE 33A Ex (64A) H O	130,474.03 62.71 94.065	134,388.27 64.62 96.930	138,419.92 66.55 99.825	142,572.51 68.55 102.825	146,849.69 70.61 105.915	151,255,17 72.72 109.080	155,792.80 74.90 112.350	160,466.58 77.14 115.710	165,280.60 79.47 119.205	170,239.05 81.84 122.760	175,346.20 84.31 126.465	180,606.59 86.86	186,024.79 89.45	191,605.52	197,353.69
GRADE 34 EX (650) H	134,886.18 64.84 97.260	138,932.81 66.79 100.185	143,100.78 68.81 103.215	147,393.80 70.85 106.275	151,815.60 73.00 109.500	156,370.10 75.18 112.770	161,061.18 77.45 116.175	165,893.02 79.76 119.640	170,869.80 82.16 123.240	175,995.90 84.62 126.930	181,275.79 87.15 130.725	186,714.03 89.79	192,315.49 92.49	198,084.95 95.25	142.320 204,027.50 98.11
GRADE 34A Ex (65A) H O	139,607.21 67.13 100.695	143,795.45 69.12 103.680	148,109.30 71.23 106.845	152,552.60 73.35 110.025	157,129.15 75.54 113.310	161,843.03 77.81 116.715	166,698.32 80.15 120.225	171,699.26 82.55 123.825	176,850.25 85.02 127.530	182,155.75 87.57 131.355	187,620.44 90.19 135.285	193,249.03 92.93 139.395	199,046.56 95.70 143.550	205,017.93 98.57	147.165 211,168.47 101.54
GRADE 35 EX (660) H	144,328.22 69.40 104.100	148,658.07 71.48 107.220	153,117.83 73.63 110.445	157,711.37 75.83 113.745	162,442.70 78.12 117.180	167,315.99 80.46 120.690	172,335.46 82.86 124.290	177,505.52 85.36 128.040	182,830.68 87.90 131.850	188,315.61 90.56 135.840	193,965.11 93.27 139 905	199,783.99	205,777.57	211,950.87	218,309.40
⋖		153,861.14 73.98 110.970	158,476.94 76.19 114.285	163,231.26 78.48 117.720	168,128.20 80.82 121.230	173,172.04 83.26 124.890	178,367.20 85.76 128.640	183,718.21 88.34 132.510	189,229.76 90.99 136.485	194,906.65 93.71 140.565	200,753.90 96.53 144.795	206,776.45 99.41 149.115	212,979.78 102.39 153.585	152.695 219,369.17 105.45 158.175	157.485 225,950.24 108.63
ŭΤο		159,064.16 76.47 114.705	163,836.09 78.77 118.155	168,751.14 81.13 121.695	173,813.70 83.57 125.355	179,028.12 86.08 129.120	184,398.96 88.67 133.005	189,930.91 91.32 136.980	195,628.85 94.08 141,120	201,497.70 96.90 145.350		213,768.91 102.80 154.200	220,182.02 105.87 158.805	226,787.46 109.04	162.945 233,591.06 112.32
GRADE 36A Ex (67A) H	159,836.29 76.86 115.290	164,631.42 79.16 118.740	169,570.34 81.54 122.310	174,657.44 83.99 125.985	179,897.19 86.51 129.765	185,294.08 89.09 133.635	190,852.90 91.78 137.670	196,578.48 ; 94.51 141.765	202,475.83 97.33 145.995			221,250.82 106.36 159.540	227,888.37 109.55 164.325	234,725.01 112.87 169.305	166.480 241,766.76 116.23 174.345

2015 STEP AL7	25,363.55 12.31 18.465	26,251.29 12.61 18.915	27,138.99 13.06 19.590	28,088.88 13.53 20.295	29,038.74 13.96 20.940	30,055.10 14.47 21.705	31,071.45 14.95 22.425	32,158.95 15.45 23.175	33,246,43 16.00 24.000	34,410.06 16.59 24.885	35,573.72 17.15 25.725	36,818.78 17.71 26.565	38,063.87 18.30 27.450	39,396.12 18.95 28.425	40,728.34 19.59
2015 STEP AL6	24,624.81 11.96 17.940	25,486.71 12.26 18.390	26,348.56 12.68 19.020	27,270.78 13.12 19.680	28,192.91 13.56 20.340	29,179.71 14.05 21.075	30,166.46 14.51 21.765	31,222.29 15.03 22.545	32,278.11 15.51 23.265	33,407.83 16.12 24.180	34,537.57 16.63 24.945	35,746.39 17.21 25.815	36,955.19 17.78 26.670	38,248.63 18.39 27.585	39,542.07 19.01
2015 STEP AL5	23,907.60 11.60 17.400	24,744.35 11.90 17.850	25,581.13 12.32 18.480	26,476.44 12.74 19.110	27,371.79 13.15 19.725	28,329.82 13.65 20.475	29,287.82 14.09 21.135	30,312.90 14.58 21.870	31,337.95 15.07 22.605	32,434.81 15.66 23.490	33,531.64 16.15 24.225	34,705.22 16.70 25.050	35,878.84 17.25 25.875	37,134.59 17.87 26.805	38,390.36 18.45
2015 STEP AL4	23,211.25 11.27 16.905	24,023.64 11.55 17.325	24,836.04 11.95 17.925	25,705.29 12.38 18.570	26,574.55 12.79 19.185	27,504.67 13.22 19.830	28,434.78 13.69 20.535	29,429.98 14.16 21.240	30,425.21 14.62 21.930	31,490.10 15.19 22.785	32,554.99 15.70 23.550	33,694.40 16.21 24.315	34,833.83 16.75 25.125	36,053.04 17.32 25.980	37,272.20 17.94
2015 STEP AL3	22,540.11 10.93 16.395	23,329.02 11.21 16.815	24,117.93 11.62 17.430	24,962.06 12.00 18.000	25,806.19 12.41 18.615	26,709.38 12.85 19.275	27,612.60 13.29 19.935	28,579.07 13.74 20.610	29,545.47 14.21 21.315	30,579.57 14.75 22.125	31,613.68 15.23 22.845	32,720.16 15.76 23.640	33,826.63 16.26 24.390	35,010.56 16.84 25.260	36, 194.50 17.42
GRADE	GRADE 1 EX	GRADE 1A EX	GRADE 2 Ex H	GRADE 2A EX	GRADE 3 Ex (6A0) H	GRADE 3A Ex (6AA) H	GRADE 4 Ex (6B0) H	GRADE 4A Ex (6BA) H	GRADE 5 Ex (6C0) H	GRADE 5A Ex (6CA) H	GRADE 6 EX (6D0) H	GRADE 6A Ex (6DA) H	GRADE 7 EX (6E0) H	GRADE 7A Ex (6EA) H	GRADE 8 EX (6F0) H

2015 STEP AI 7	29.385	42,153.80 20.29 30.435	43,579.32 21.01 31.515	45,104.60 21.72 32.580	46,629.86 22.42 33.630	48,261.92 23.22 34.830	49,893.95 24.00 36.000	51,640.26 24.86 37.290	53,386.54 25.67 38.505	55,255.06 26.59 39.885	57,123.59 27.51 41.265	59,122.93 28.44 42.660	61,122.24 29.40 44.100	63,261.53 30.46 45.690	65,400.80 31.44 47.160	67,689.84
2015 STEP AL6	28.515	40,926.05 19.68 29.520	42,310.02 20.41 30.615	43,790.84 21.07 31.605	45,271.69 21.77 32.655	46,856.21 22.54 33.810	48,440.74 23.30 34.950	50,136.17 24.14 36.210	51,831.58 24.94 37.410	53,645.70 25.82 38.730	55,459.79 26.68 40.020	57,400.89 27.61 41.415	59,341.99 28.55 42.825	61,418.98 29.57 44.355	63,495.93 30.54 45.810	65,718.27
2015 STEP AL5	27.675	39,734.02 19.12 28.680	41,077.69 19.80 29.700	42,515.41 20.47 30.705	43,953.12 21.14 31.710	45,491.48 21.87 32.805	47,029.83 22.63 33.945	48,675.88 23.43 35.145	50,321.91 24.20 36.300	52,083.19 25.09 37.635	53,844.43 25.90 38.850	55,729.01 26.83 40.245	57,613.58 27.71 41.565	59,630.04 28.71 43.065	61,646.53 29.65 44.475	63,804.16
2015 STEP AL4	26.910	38,576.73 18.57 27.855	39,881,26 19.25 28.875	41,277.10 19.85 29.775	42,672.93 20.52 30.780	44,166.48 21.24 31.860	45,660.04 21.97 32.955	47,258.13 22.75 34.125	48,856.26 23.49 35.235	50,566.19 24.34 36.510	52,276.18 25.17 37.755	54,105.84 26.05 39.075	55,935.52 26.91 40.365	57,893.27 27.86 41.790	59,850.99 28.80 43.200	61,945.77
2015 STEP AL3	26.130	37,461.31 18.04 27.060	38,728.12 18.67 28.005	40,083.63 19.30 28.950	41,439.12 19.92 29.880	42,889.44 20.60 30.900	44,339.81 21.32 31.980	45,891.68 22.11 33.165	47,443.60 22.82 34.230	49,104.12 23.60 35.400	50,753.56 24.43 36.645	52,541.43 25.28 37.920	54,318.18 26.15 39.225	56,219.34 27.04 40.560	58,120.44 27.97 41.955	60,154.67
GRADE	0	GRADE 8A Ex (6FA) H O	GRADE 9 Ex (6G0) H	GRADE 9A EX (6GA) H O	GRADE 10 Ex (6H0) H O	GRADE 10A EX (6HA) H O	GRADE 11 Ex (610) H 0	GRADE 11A Ex (6IA) H 0	GRADE 12 EX (6J0) H 0	GRADE 12A Ex (6JA) H O	GRADE 13 Ex (6K0) H	GRADE 13A Ex (6KA) H O	GRADE 14 Ex (6L0) H	GRADE 14A Ex (6LA) H	GRADE 15 Ex (6M0) H	GRADE 15A Ex

2015 STEP AI 7	32.55 48.825	69,978.86 33.65 50.475	72,428.11 34.86 52.290	74,877.38 36.01 54.015	77,498.07 37.27 55.905	80,118.77 38.57 57.855	82,922.92 39.87 59.805	85,727.10 41.24 61.860	88,727.57 42.69 64.035	91,728.02 44.14 66.210	94,938.49 45.67 68.505	98,148.95 47.21 70.815	101,584.17 48.86 73.290	105,019.38 50.52 75.780	108,695.04 52.26 78.390
2015 STEP AL6	J.	67,940.65 32.66 48.990	70,318.56 33.86 50.790	72,696.48 34.97 52.455	75,240.84 36.18 54.270	77,785.24 37.45 56.175	80,507.70 38.71 58.065	83,230.20 40.04 60.060	86,143.26 41.45 62.175	89,056.32 42.84 64.260	92,173.29 44.32 66.480	95,290.24 45.84 68.760	98,625.42 47.45 71.175	101,960.56 49.04 73.560	105,529.20 50.74 76.110
2015 STEP ALS	30.68 46.020	65,961.79 31.73 47.595	68,270.43 32.88 49.320	70,579.10 33.95 50.925	73,049.38 35.14 52.710	75,519.66 36.37 54.555	78,162.84 37.60 56.400	80,806.00 38.89 58.335	83,634.24 40.23 60.345	86,462.46 41.59 62.385	89,488.63 43.03 64.545	92,514.80 44.51 66.765	95,752.84 46.07 69.105	98,990.84 47.61 71.415	102,455.52 49.27 73.905
2015 STEP AL4	29.81 44.715	64,040.55 30.79 46.185	66,281.99 31.90 47.850	68,523.40 32.97 49.455	70,921.72 34.13 51.195	73,320.07 35.31 52.965	75,886.23 36.49 54.735	78,452.48 37.74 56.610	81,198.27 39.06 58.590	83,944.12 40.40 60.600	86,882.15 41.80 62.700	89,820.21 43.21 64.815	92,963.92 44.72 67.080	96,107.61 46.25 69.375	99,471.38 47.83 71.745
2015 STEP AL3	28.92 43.380	62,175.31 29.91 44.865	64,365.48 30.99 46.485	66,542.09 32.01 48.015	68,871.07 33.12 49.680	71,200.04 34.27 51.405	73,692.05 35.44 53.160	76,184.09 36.64 54.960	78,850.51 37.92 56.880	81,499.15 39.21 58.815	84,370.03 40.59 60.885	87,223.13 41.94 62.910	90,275.92 43.43 65.145	93,328.77 44.89 67.335	96,595.27 46.43 69.645
GRADE	(6MA) H	GRADE 16 Ex (6N0) H	GRADE 16A Ex (6NA) H	GRADE 17 Ex (600) H	GRADE 17A Ex (60A) H 0	GRADE 18 EX (6P0) H	GRADE 18A EX (6PA) H O	GRADE 19 Ex (6Q0) H O	GRADE 19A EX (6QA) H	GRADE 20 Ex (6R0) H	GRADE 20A Ex (6RA) H	GRADE 21 Ex (6S0) H	GRADE 21A Ex (6SA) H	GRADE 22 Ex (6T0) H	GRADE 22A Ex (6TA) H 0

2015 STEP AL 7	112,370.74 54.06 81.090	116,303.72 55.93 83.895	120,236.69 57.81 86.715	124,445.01 59.86 89.790	128,653.27 61.86 92.790	133,156.13 64.02 96.030	137,658.98 66.19 99.285	142,477.07 68.51 102.765	147,295.13 70.83 106.245	152,450.46 73.32 109.980	157,605.79 75.80 113.700	163,121.99 78.44 117.660	168,638.17 81.11 121.665	174,540.51 83.96 125.940	180,442.86 86.76 130.140
2015 STEP A16	II.	112,916.21 54.30 81,450	116,734.67 56.12 84.180	120,820.38 58.12 87.180	124,906.09 60.06 90.090	129,277.82 62.20 93.300	133,649.49 64.28 96.420	138,327.23 66.53 99.795	143,004.98 68.77 103.155	148,010.15 71.19 106.785	153,015.32 73.59 110.385	158,370.86 76.15 114.225	163,726.38 78.75 118.125	169,456.81 81.50 122.250	175,187.22 84.24 126.360
2015 STEP ALS	105,920.22 50.93 76.395	109,627.39 52.73 79.095	113,334.61 54.49 81.735	117,301.34 56.42 84.630	121,268.05 58.30 87.450	125,512.43 60.37 90.555	129,756.79 62.39 93.585	134,298.30 64.60 96.900	138,839.78 66.77 100.155	143,699.17 69.09 103.635	148,558.55 71.45 107.175	153,758.13 73.92 110.880	158,957.68 76.45 114.675	164,521.17 79.12 118.680	170,084.70 81.80 122.700
2015 STEP AL4	102,835.14 49.43 74.145	106,434.40 51.18 76.770	110,033.62 52.92 79.380	113,884.78 54.77 82.155	117,735.98 56.60 84.900	121,856.71 58.62 87.930	125,977.47 60.57 90.855	130,386.71 62.70 94.050	134,795.92 64.82 97.230	139,513.75 67.09 100.635	144,231.62 69.38 104.070	149,279.72 71.78 107.670	154,327.86 74.22 111.330	159,729.31 76.81 115.215	165,130.78 79.43 119.145
2015 STEP AL3	L	103,356.94 49.69 74.535	106,852.10 51.39 77.085	110,591.92 53.16 79.740	114,331.73 54.96 82.440	118,333.35 56.90 85.350	122,334.94 58.81 88.215	126,616.67 60.89 91.335	130,898.39 62.96 94.440	135,479.83 65.12 97.680	140,061.29 67.34 101.010	144,963.44 69.68 104.520	149,865.59 72.05 108.075	155,110.85 74.59 111.885	160,356.16 77.09 115.635
	M = 0	A E O	ΩΞO	A EX	Ä T O	M O	Ψ̈́Ιο	M <sub>±</sub> O	ΩΞO	M <sub>±</sub> O	Щто	Ω×ο	Ω±ο	ÄΞο	Μ̈́ΞO
GRADE	GRADE 23 (6U0)	GRADE 23A (6UA)	GRADE 24 (6V0)	GRADE 24A (6VA)	GRADE 25 (6W0)	GRADE 25A (6WA)	GRADE 26 (6X0)	GRADE 26A (6XA)	GRADE 27 (6Y0)	GRADE 27A (6YA)	GRADE 28 (620)	GRADE 28A (6ZA)	GRADE 29 (600)	GRADE 29A (60A)	GRADE 30 (610)

2015 STEP AL7	186,758.35 89.80 134.700	193,073.87 92.85 139.275	199,831.45 96.07 144.105	206,589.04 99.34 149.010	213,819.66 102.82 154.230	221,050.26 106.30 159.450	228,787.01 110.02 165.030	236,523.77 113.73 170.595	244,802.12 117.70 176.550	253,080.45 121.69 182.535	261,938.24 125.94 188.910	270,796.07 130.23 195.345	280,273.91 134.75 202.125
2015 STEP AL6	181,318.80 87.16 130.740	187,450.34 90.13 135.195	194,011.11 93.28 139.920	200,571.89 96.47 144.705	207,591.91 99.83 149.745	214,611.89 103.19 154.785	222,123.31 106.80 160.200	229,634.73 110.42 165.630	237,671.95 114.28 171.420	245,709.15 118.16 177.240	254,308.98 122.28 183.420	262,908.79 126.43 189.645	272,110.60 130.82 196.230
2015 STEP AL5	176,037.67 84.64 126.960	181,990.63 87.52 131.280	188,360.31 90.59 135.885	194,729.98 93.64 140.460	201,545.51 96.93 145.395	208,361.06 100.19 150.285	215,653.70 103.69 155.535	222,946.34 107.20 160.800	230,749.47 110.94 166.410	238,552.60 114.71 172.065	246,901.92 118.73 178.095	255,251.28 122.72 184.080	264,185.05 127.02 190.530
2015 STEP AL4	170,910.35 82.19 123.285	176,689.94 84.97 127.455	182,874.09 87.91 131.865	189,058.23 90.89 136.335	195,675.27 94.11 141.165	202,292.30 97.26 145.890	209,372.52 100.68 151.020	216,452.79 104.08 156.120	224,028.61 107.71 161.565	231,604.46 111.36 167.040	239,710.61 115.26 172.890	247,816.76 119.15 178.725	256,490.35 123.31 184.965
2015 STEP AL3	165,968.62 79.80 119.700	171,581.10 82.48 123.720	177,586.43 85.38 128.070	183,591.77 88.26 132.390	190,017.46 91.35 137.025	196,443.19 94.44 141.660	203,318.70 97.75 146.625	210,194.24 101.06 151.590	217,551.01 104.59 156.885	224,907.81 108.14 162.210	232,779.59 111.90 167.850	240,651.37 115.70 173.550	249,074.16 119.72 179.580
ľ	Ωïo	Ωĭο	ÄΤο	Ω×ο	M = 0	ΩTO	Ω×ο	Ω±ο	ΩΞO	Ω±ο	MΥO	ÄΞο	ЩΤο
GRADE	GRADE 30A (61A)	GRADE 31 (620)	GRADE 31A (62A)	GRADE 32 (630)	GRADE 32A (63A)	GRADE 33 (640)	GRADE 33A (64A)	GRADE 34 (650)	GRADE 34A (65A)	GRADE 35 (660)	GRADE 35A (66A)	GRADE 36 (670)	GRADE 36A (67A)